**

Liaison Reporting

Fall Semester Progress Report

*The purpose of this report is not in any way punitive. It is meant to assist future*

*liaisons as they take up or diverge from the work you have done and plan to do.*

*Please be thorough and use full disclosure in your reporting for the benefit of those who*

*will come after you.*

Liaison to: Drumlins

Term: Fall 2012

Liaison name(s) and email(s):Jane Baker, xxxxxx@syr.edu

Goals Progress

Please return to your Goals Statement from the beginning of fall semester, copy and paste your goals here, and describe where you stand on accomplishing them.

**1. *(please copy and paste goal here)***

**Goal accomplished?**

**Steps taken towards goal:**

**Action Steps to complete goal *(please include specific dates and/or timelines)*:**

**2. *(please copy and paste goal here)***

**Goal accomplished?**

**Steps taken towards goal:**

**Action Steps to complete goal *(please include specific dates and/or timelines)*:**

**New Goals**

If you have determined new goals or decided to go in a different direction than you had originally planned, please describe and explain:

**Difficulties**

Please indicate any pitfalls or setbacks you have experienced, and discuss how you have overcome/plan to overcome them.